



DHLW Early Childhood Area
Des Moines, Henry, Louisa, Washington

Draft

Agenda
March 15th 2022
5:30pm
Masonic Lodge
206 N Main St, Mt. Pleasant, IA

Call to order (Establishment of quorum)

Approval of Agenda Action

Review/Acceptance of Minutes Action

1. Consider approval of February 15th 2022 minutes

Financial Report – Treasurer Action

2. Consider approval of current financial summary

One-time Purchase Request (Policy 4.9a) Action

3. Consider request from Kids Coral Childcare Center

FY22 Budget Amendment Request Action

4. Consider approval of budget amendment request from Henry Co Agricultural Extension for the Family Connection Program

FY22 Contract Amendment Requests Action(s)

5. Consider request for contract amendment and revised budget from Burlington Community School District for the Corse - Early Childhood Center
6. Consider request for contract amendment and revised budget from Community Action of Southeast Iowa for the PAT program
7. Consider request for contract amendment and revised budget from Community Action of Southeast Iowa for the Preschool Scholarship Program

RFP/RFR Committee – Committee Members Action

8. Consider approval of Request for Renewal process

Program Presentations Information & Board
Professional Development

9. Corse Early Childhood Center – Bryan Baker
10. Mt Pleasant Community Childcare Center – Kaysee Phelps & Kristi Perry

Administrative update – Tasha Beghtol Information & Discussion

11. Program report summary

Open Public Input

Individuals with disabilities are encouraged to attend. If you are a person with a disability who requires an accommodation in order to participate in this event please contact the Director at 319-461-1369.

Tasha Beghtol is inviting you to a scheduled Zoom meeting.

Topic: DHLW Board

Time: Mar 15, 2022 05:30 PM Central Time (US and Canada)

Every month on the Third Tue, 4 occurrence(s)

Mar 15, 2022 05:30 PM

Apr 19, 2022 05:30 PM

May 17, 2022 05:30 PM

Jun 21, 2022 05:30 PM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly:

https://us02web.zoom.us/meeting/tZcrfu6hqTkuGtz10uVzohtyldjFbe7Uuu61/ics?icsToken=98tyKuGrqDItE9OXtBmPRpwqBIr4KPPwtnpbjbdHzU_wNTpcahfvOuZIFLB6R-3F

Join Zoom Meeting

<https://us02web.zoom.us/j/83697972408?pwd=UFJ6SkNKUnBadjBVV3ZseGVacEszZz09>

Meeting ID: 836 9797 2408

Passcode: 099866

One tap mobile

+12532158782,,83697972408#,,, *099866# US (Tacoma)

+13017158592,,83697972408#,,, *099866# US (Washington DC)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 669 900 9128 US (San Jose)

Meeting ID: 836 9797 2408

Passcode: 099866

Find your local number: <https://us02web.zoom.us/u/kI7vhXCgy>

Individuals with disabilities are encouraged to attend. If you are a person with a disability who requires an accommodation in order to participate in this event please contact the Director at 319-461-1369.

DHLW Early Childhood Area
Des Moines, Henry, Louisa, Washington
February 15th 2022 5:30pm
206 N Main St., Mt Pleasant IA.

Minutes

Members Present: Matt Latcham, Tricia Lipski, Cyndi Mears, Melody Raub, Chad Reckling, Alisa Smith, Mike Steele, Unity Stevens, Stan Stoops

Members Absent: Andrea Bowen, Shane McCampbell, Brad Quigley

Advisory members and guests present: Tasha Beghtol, Jan Shelman, Amy McLaughlin, Sandra Busta, Kalisha Lutz, Linda Cavazos, Abbie Derksen, Roberta Sloat, Melissa Grennan, Joy Szewczyk, Peggy Wood, Toni Krana, Remy Duncan, Melissa Tucker, Marsha Hernandez, Lindi Jepson, Trisha Morrison

Meeting was called to order by Tricia Lipski at 5:30pm with a quorum present

Agenda

Motion to approve the agenda as presented

Moved: Mike Steele **Seconded:** Stan Stoops

Motion carried unanimously

Minutes

Motion to approve minutes of the January 18th 2022 meeting with the correction in attendance for Alisa Smith

Moved: Matt Latcham **Seconded:** Chad Reckling

Motion carried unanimously

Financial Report

Chad Reckling reviewed the financial summary and the monthly postings report from Central Iowa Juvenile Detention Center. The report the first half of the year. Programs not at 40% or greater in spent funds are required to provide fiscal updates.

Motion to approve the financial summary as presented

Moved: Cyndi Mears **Seconded:** Unity Stevens

Motion carried unanimously

Budget Amendment Requests

Members reviewed a request from Burlington CSD – Corse Early Childhood Center to use estimated unuse funds on play equipment. Members agreed that someone from the organization should be present to answer questions and the request constitutes a contract amendment instead of a budget amendment.

Motion to table the request until next month

Moved by Unity Stevens **Seconded** by Matt Latcham

Motion carried unanimously

Members reviewed a budget request from Young House Family Services for the EPIC program. Jan Shelman answered questions and provided updates on the reason for shifting funds. The total contract amount does not change.

Motion to approve the budget amendment from Young House Family Services as submitted

Moved by Cyndi Mears **Seconded** by Mike Steele

Motion carried unanimously

Members reviewed a budget amendment request from Washington Co Public Health for the dental services contract. Tasha Beghtol reviewed the budget amendment policy. The policy does not directly address amendments for contracts that are based on fee for service budgets. The 3 dental contracts are the only fee for service contracts and a mid-year rate change has not previously been requested. The amendment submitted includes a revised cost analysis to increase the fee per service, but does not increase the total contract amount. Concerns were shared about raising the rate prior to July, new contract period. Discussion was held about the difference between a budget amendment to make general shifts in line items and a contract amendment to revise language and purpose. Peggy Wood answered questions and provided additional information about the proposed changes.

Motion to not approve the budget amendment as submitted

Moved by Chad Reckling **Seconded** by Unity Stevens

Motion carried unanimously

RFP/RFR Committee

Tasha Beghtol provided an update on the work of the RFP/RFR Committee and reviewed draft changes to Policy 3.3 Indirect Cost Rate. The committee is recommending revisions to the maximum indirect administration allowed as part of the FY23 funding process. The committee is drafting a brief renewal application process first and then will consider an RFP process at a later date, if funding is available. Final recommendations will be considered at the March meeting.

Motion to approve the revisions to Policy 3.3 Indirect Cost Rate as presented

Moved by Chad Reckling **Seconded** by Mike Steele

Motion carried unanimously

Program Presentations

CART

Sandra Busta from Grant Wood AEA shared an overview of the CART program and answered questions. Sandra is currently working with Sunrise childcare in Wellman and the YMCA in Washington. The CART program provides training and coaching in Positive Behavior Intervention and Support.

Preschool Scholarship Program

Kalisha Lutz from Community Action of Southeast Iowa provided updates on the Preschool Scholarship Program. The changes in tuition payments approved in November have been implemented and the program is now covering 90-100% of tuition. There are currently 37 children on scholarship. Enrollment in preschool continues to be lower than before COVID and the program will have unspent funds.

Community Presentation

Lindi Jepson shared information about the planned new childcare center in Wayland. The project recently received an Iowa Child Care Challenge grant over \$505,000 and has established a non-profit board. They have an architect in place and hope to be completed by January 2023 with an estimated 49 slots. The project will be a renovation of buildings located down town across from city hall.

Administrative Update

Written report provided by Tasha Beghtol

Motion to adjourn by Matt Latcham at 7:20pm

Minutes submitted by Tasha Beghtol, Director

Approved on _____ Secretary _____

CIJDC financial report ending February 2022

REVENUE

FY21 carryover \$ 168,007.25
 FY22 revenues \$ 676,775.25
 interest earned YTD \$ 24.92

\$ 844,807.42

EXPENDITURE

YTD expenditures \$ 490,278.41

Gill void \$ (1,750.00)

\$ 488,528.41

SUMMARY BY CONTRACT

	PROGRAM	CONTRACT - Budget	Y-T-D EXPENSES	BALANCE	% SPENT
1	CCNC - Henry/Louisa/Washington	\$ 52,866.00	\$ 23,836.33	\$ 29,029.67	45%
2	CCNC - DSM Co	\$ 35,688.00	\$ 19,722.34	\$ 15,965.66	55%
3	Burlington CSD	\$ 112,796.00	\$ 44,101.75	\$ 68,694.25	39%
4	CART - Washington Co	\$ 22,467.11	\$ 9,270.92	\$ 13,196.19	41%
5	RVAP	\$ 4,435.81	\$ -	\$ 4,435.81	0%
6	Mt Pleasant Childcare	\$ 72,000.00	\$ 33,768.15	\$ 38,231.85	47%
7	First Children's Finance	\$ 10,875.00	\$ 3,675.00	\$ 7,200.00	34%
8	FAMILY CONNECTION - Washington	\$ 14,133.28	\$ 14,133.28	\$ -	100%
9	THE FAMILY CONNECTION	\$ 254,059.00	\$ 124,379.01	\$ 129,679.99	49%
10	Louisa Healthy Families (HOPES)	\$ 77,464.00	\$ 41,593.15	\$ 35,870.85	54%
11	PAT - Des Moines Co	\$ 70,509.00	\$ 40,271.54	\$ 30,237.46	57%
12	EPIC - Young House	\$ 58,247.64	\$ 26,235.71	\$ 32,011.93	45%
13	PRESCHOOL SCHOLARSHIPS - All	\$ 75,490.00	\$ 14,962.04	\$ 60,527.96	20%
14	DENTAL - Henry/Washington	\$ 14,725.00	\$ 7,144.29	\$ 7,580.71	49%
15	DENTAL - Louisa Co	\$ 13,638.10	\$ 812.14	\$ 12,825.96	6%
16	DENTAL - DSM Co	\$ 30,977.76	\$ 11,824.27	\$ 19,153.49	38%
17	Quality Improvement Grants (4.9a)	\$ 20,000.00	\$ 947.56	\$ 19,052.44	5%
18	STAFF	\$ 89,860.00	\$ 57,992.36	\$ 31,867.64	65%
19	EC ADMINISTRATION	\$ 4,285.00	\$ 2,950.93	\$ 1,334.07	69%
20	SR- ADMINISTRATION	\$ 10,833.81	\$ 7,498.52	\$ 3,335.29	69%
21	SR general SUMMIT**	\$ 3,000.00	\$ 3,409.12	\$ (409.12)	114%
	TOTAL	\$ 1,048,350.51	\$ 488,528.41	\$ 559,822.10	47%

SUMMARY BY FUNDING CATEGORY

CATEGORY	BUDGET	Y-T-D EXPENSES	BALANCE	% SPENT
SR - ADMIN	\$ 35,333.81	\$ 23,232.26	\$ 12,101.55	66%
SR - QUALITY IMPROVEMENT	\$ 67,582.96	\$ 38,887.10	\$ 28,695.86	58%
SR - GENERAL	\$ 731,176.12	\$ 328,589.10	\$ 402,587.02	45%
SR general SUMMIT	\$ 3,000.00	\$ 3,409.12	\$ (409.12)	114%
EC ADMIN	\$ 9,785.51	\$ 6,322.45	\$ 3,463.06	65%
EC - GENERAL	\$ 226,905.16	\$ 88,088.38	\$ 138,816.78	39%
TOTAL	\$ 1,073,783.56	\$ 488,528.41	\$ 585,255.15	45%

11:44 AM
03/02/22
Cash Basis

Central Iowa Detention
DHLW #1 Postings Report- MONTH CASH
February 2022

Num	Date	Name	Account	Paid Amount
DEP	02/07/2022	ECI	DHLW SR General	152,048.75
DEP	02/07/2022	ECI	DHLW SR Quality Improvement	15,784.25
DEP	02/07/2022	ECI	DHLW SR Admn	8,833.25
1564	02/23/2022	CIJDC	DHLW EC Admn <i>VisA</i>	-96.45 ✓
1565	02/23/2022	Masonic Temple Assn.	DHLW EC Admn <i>rent</i>	-55.00 ✓
1574	02/23/2022	Burlington CSD	DHLW EC General	-9,237.02 ✓
1575	02/23/2022	Mt Pleasant Childcare	DHLW EC General	-5,396.92 ✓
1576	02/23/2022	Grant Wood AEA	DHLW EC General <i>CART</i>	-1,485.18 ✓
1564	02/23/2022	CIJDC	DHLW SR Admn <i>VisA</i>	-341.97 ✓
1565	02/23/2022	Masonic Temple Assn.	DHLW SR Admn <i>rent</i>	-195.00 ✓
1566	02/23/2022	Community of Action of Southeast Iowa	DHLW SR General <i>PAT</i>	-5,500.84 ✓
1567	02/23/2022	Community of Action of Southeast Iowa	DHLW SR General <i>PS Scholarships</i>	-4,333.19 ✓
1568	02/23/2022	Lutheran Services in Iowa	DHLW SR General <i>HOPE 2 months</i>	-10,698.61 ✓
1569	02/23/2022	Trinity Muscatine Public Health	DHLW SR General <i>CCNL</i>	-1,610.52 ✓
1570	02/23/2022	Lee county Health	DHLW SR General <i>CCNL</i>	-2,692.69 ✓
1571	02/23/2022	Henry County Extension	DHLW SR General <i>Family connection</i>	-20,666.34 ✓
1572	02/23/2022	Washington County Public Health	DHLW SR General <i>per diem</i>	-2,310.66 ✓
1573	02/23/2022	Young House Family	DHLW SR General <i>EPIC</i>	-7,943.46 ✓
1577	02/28/2022	CIJDC	DHLW EC Admn	-627.35
1577	02/28/2022	CIJDC	DHLW SR Admn	-2,324.79
1577	02/28/2022	CIJDC	DHLW SR Quality Improvement	-4,736.12
INT	02/28/2022	ECI	DHLW EC General	0.75 ✓
INT	02/28/2022	ECI	DHLW SR General	2.39 ✓
TOTAL				96,417.28



DHLW Early Childhood Area
Des Moines, Henry, Louisa, Washington
PO Box 882
Washington, IA. 52353

One-time Purchase Request Form

Instructions: Refer to DHLW Early Childhood Area Policy 4.9a for information and details of eligibility. Send a completed request form and other required materials to tbeghtol@dhlw.org.

Name of Organization:	Kids Corral, Inc
Address, City, Zipcode:	1509 E Washington St. Washington, IA 52353
Name & Title of person submitting request:	Desirae Hesseltine Director
Email:	kidscorral8028@gmail.com
Phone:	319-591-8028

What type of organization or business is requesting the funding? Select One

- ☒ Licensed Child Care Center
☐ Registered Child Development Home
☐ Child Care Home accepting CCA
☐ Child care home business not registered with DHS

What is your current QRS/IQ4K achieved level? n/a

Total requested amount \$10,134.91

**Include copies of any quotes, order forms, or advertisements that justify the amount requested.*

**All requests must include a note of support from CCR&R consultant, CCNC, or DHS. The note may be sent directly from the agency to tbeghtol@dhlw.org*

Provide a brief description in the box below about what you are requesting and why.

Kids Corral is asking for help with a new security system. This includes cameras and a secure entrance keypad. We are really looking to improve our safety measures at our center. Cameras provide a piece of mind for parents and staff in the unfortunate event something would ever happen. A secured entrance would be a great bonus so that everyone entering the facility is an authorized person.

ASSURANCE: By signing below the applicant affirms that all information in this request and supporting material are correct and true. If awarded funding, the Applicant is responsible for purchasing the item and then sending copies of receipts for reimbursement.

Signed:

Desirae Hesseltine

Date:

3/1/22

Kalona Cooperative Technology Company
510 B Avenue
PO Box 1208
Kalona, IA 52247
(319)656-3668
(319)656-4484 Fax

Sales Quote

Customer Number

CUST-1854

Date

1/25/2022

Order Number

QO-1832

Bill To:

Mindi Rees/ Kids Corral Daycare
 1509 E Washington St Suite 3
 Washington IA 52353

Ship To:

Mindi Rees/ Kids Corral Daycare
 1509 E Washington St Suite 3
 Washington IA 52353

Ship Via

Terms

Due Now

Cancel Date

2/25/2022

Salesperson

Customer PO

Item No	Quantity	Description	Sales Price	Discount	Total
9230	9	Vigilant 5MP Dome Camera 98' IR - ALI-PD50-VUAI	222.74	0 %	2,004.66
9214	1	16 Channel Vigilant NVR	800.79	0 %	800.79
9110	1	2TB Hard Drive	121.49	0 %	121.49
110	800	CAT5 Cable	0.23	0 %	184.00
SECURITY LABOR	48	Security System Labor	80.00	0 %	3,840.00
9147	1	Intelli-M Ethernet Door Controller S-EIDC32	645.55	0 %	645.55
9145	1	Infinias Server 50 S-SVR50	1,518.74	0 %	1,518.74
2890	1	Electronic Door Strike	157.25	0 %	157.25
	1	Infinias Keypad Entry R-MPADW-CHAR	199.40	0 %	199.40

Quote is valid for 30 days

Thank You

*All labor costs are estimated.
 You will be billed for the actual time worked.
 If bid is accepted, please sign and date.*

Signature

Date

Subtotal: 9,471.88

Freight: 0.00

Total Tax: 663.03

Total: 10,134.91

Iowa
Child Care
Resource
& Referral



Kids Corral DHLW ECI Funding Request

3/1/22

DHLW Early Childhood Iowa Area
PO Box 882
Washington, IA 52353

Dear Tasha and the DHLW ECI Board,

Kid's Corral is requesting financial support for the installation of a secure entrance for their program. Looking at the Fire Marshall report from 5/16/17, it states *"Install approved door hardware on the West exit door so unlocking and opening of the door is single action. At the time of the inspection, it is necessary to manually unlock the handle, before operating the hand to open the door"*. This matches the description on the request from Kids Corral.

On 2/25/22, a CCR&R Child Care Consultant visited the center and discussed this request. The secure entrance would enhance the quality and safety of the program.

Please accept this as documentation of our support for this funding request.

Thank you,

Becky White
Regional Director
CCR&R of Southeast Iowa
bwhite@caeioa.org

(855) 244-5301

www.iowaccrr.org

Serving 99 counties in Iowa

Funding provided by the Iowa Department of Human Services through the Child Care Development Fund


Budget Amendment Request FY22 (DHLW Early Childhood Area)

Instructions: Send a completed and signed form (PDF format) to tbeghtol@dhlw.org

Note: Document has formulas embeded, but is not protected. If you 'delete' a cell the formula will be deleted.

The Family Connection

Line Item descriptions and budget justification <i>(This column should match original budget as approved by DHLW for the contract period - copy & paste)</i>	Current budget	Revised budget request	% change	Brief explanation of line item change.
Direct staff salaries	\$ 169,460.00	\$ 169,460.00	0%	
Program Supervisor 40 Hr/Week x \$30 x 1720 hours = \$51600				
Family Support Specialist 40 Hr/Week x \$22 x 1720 = \$37840				
Family Support Specialist 40 Hr/Week x \$24 x 2080 = \$49920				
Family Support Specialist 32 Hr/Week x \$17.50 x 1720 = \$30,100				
**44 weeks is 9/1/21-6/30/22 = 1720 hours				
Direct Staff Benefits	\$ 43,801.00	\$ 43,801.00	0%	
Health Insurance				
2 staff \$742/month x 10 months = \$14840				
1 staff declines insurance and 1 staff not eligible				
IPERS/FICA 17.09% = \$28961				
Contract Services	\$ -	\$ -	#DIV/0!	
N/A				
Travel	\$ 5,000.00	\$ 8,500.00	70%	Increase in travel costs as there are multiple staff traveling between two counties.
Home Visit Travel 8200 miles/12 months = \$4600				
Virtual training so no training travel expected.				
New request: Travel costs have been higher than expected with two staff traveling from Henry to Washington County for home visits.				
Equipment	\$ 6,500.00	\$ 3,000.00	-54%	Decrease in equipment cost due to no need to furnish home offices.
5 HP print/fax/scan \$400 x 5= \$2000				
3 laptops \$1500 = \$4500				

New request: There is extra money in the equipment line item. It is requested to move this money to the travel line item. Due to working in the office rather than home offices, not all equipment was purchased as planned.			
Office Supplies	\$ 4,000.00	\$ 4,000.00	0%
<i>copies, ink, postage, folders, tubs/bins, marketing materials, etc.</i>			
Operational	\$ 3,850.00	\$ 3,850.00	0%
<i>Subscriptions: \$470/visit tracker</i>			
<i>PAT Curriculum Foundational \$265/person x 4 = \$1060</i>			
<i>PAT Curriculum Foundational 2 \$55/person x 4 = \$220</i>			
<i>cellphone \$50 month x 4 staff x 10 months = \$2000</i>			
<i>cellphone \$50 month x 1 staff x 2 months = \$100</i>			
Staff Professional Development	\$ 5,350.00	\$ 5,350.00	0%
<i>New employee foundation 1 x 2 employees: \$975/person, foundational 2 x 2 employees:</i>			
<i>\$600/person, tech fees x 4 trainings: \$50 = \$3750</i>			
<i>Exam certification fee \$150 x 4 staff = \$600</i>			
<i>General early childhood support training = \$1000</i>			
Incentives	\$ 4,000.00	\$ 4,000.00	0%
<i>laundry detergent, cleaning supplies, diapers, wipes, books, health and safety items, basic baby supplies</i>			
subtotal \$ 241,961.00 \$ 241,961.00 0%			
Indirect Administration - max of 8% of subtotal request allowed	\$ 12,098.00	\$ 12,098.00	
TOTAL \$ 254,059.00 \$ 241,961.00			
<div style="display: flex; justify-content: space-between;"> <div>  Administrator signature </div> <div> 2/15/22 date </div> </div>			

**DHLW Early Childhood Area and
Burlington Community School District
Early Care and Education Supportive Services**

Amendment to Agreement entered by the parties on July 1, 2021

Pursuant to Paragraph 14.0 (K) Amendments of the Contract entered by Burlington Community School District and DHLW Early Childhood Area on July 1, 2021, the Contract is amended as follows:

5.0 SCOPE OF WORK AND REQUIREMENTS.

The Contractor shall provide the following services in accordance with the defined performance expectations as set forth below and with any attachments, appendices, amendments, or addenda hereto incorporated and made part of this Contract by this reference.

A. Contractor shall:

1. Provide accounting of all funding sources blended to sustain the project.
2. Provide proof of insurance as specified in Section 10.0
3. Provide one (1) presentation to the ECA Board during the contract period. Presentation date, time, and content will be determined by the ECA Director.
4. Provide one (1) fulltime childcare Director for the Burlington Early Childhood Center and additional direct staff as needed to maintain staff/child ratios in accordance with Iowa Department of Human Services. Funding may not be used to support staff time associated with Statewide Voluntary 4yr-old Preschool, Shared Visions, or Head Start/Early Head Start.
5. Maintain good standing with Iowa DHS childcare regulations and requirements.
6. Purchase gross motor materials and equipment for indoor play areas.

Summary of Amendment

The contract is amended by adding section 5.0 A 6. to allow estimated unused funds allocated to staff salaries be used for play equipment. The total compensation does not increase.

In all other respects, the Contract among the parties is ratified and affirmed.

Burlington Community School District

By: _____

Date: _____

Name: Joel Sieren

Title: Board President

Federal Tax Identification Number: 42-6037437

DHLW Early Childhood Area

By: _____

Date: _____

Name: Patricia Lipski

Title: Board Chair

Budget Amendment Request FY22 (DHLW Early Childhood Area)

Instructions: Send a completed and signed form (PDF format) to tbehtol@dhlw.org

Note: Document has formulas embedded, but is not protected. If you 'delete' a cell the formula will be deleted.

Burlington Community School District - Corse Early Childhood Center

Line Item descriptions and budget justification <i>(This column should match original budget as approved by DHLW for the contract period - copy & paste)</i>	Current budget	Revised budget request	% change	Brief explanation of line item change.
Direct staff salaries	\$ 95,425.00	\$ 82,796.00	-13%	We have only had the need to hire 7 full time employees. This was due to our decision to wait to hire 8 full time employees until our nursery will be completed (June 1st, 2022).
1 Early Childhood Center On-Site Supervisor (.5FTE) 20hrs/wk @ \$15/hr X 50wks = \$15,000				
8 Early Childhood Center Professionals (.5FTE) 20hrs/wk @ \$10/hr X 50wks = \$10,000 x 8				
6 Early Childhood Center Professionals, (.5FTE) 10hrs/wk @ \$10/ht x 50wks = \$5,000 x 6				
Direct Staff Benefits	\$ 17,371.00	\$ 15,000.00	-14%	We have only had the need to hire 7 full time employees. This was due to our decision to wait to hire 8 full time employees until our nursery will be completed (June 1st, 2022).
1 Early Childhood Center On-Site Supervisor (.5FTE) FICA/IPERS 20 hrs/wk @ 17.09% + \$6,500 Health Insurance				
8 Early Childhood Center Full-Time Professionals (.5FTE) FICA/IPERS 20hrs/wk @ 1.71/hr x 50wks = \$ 1,710 x 8				
Contract Services	\$ -	\$ -	#DIV/0!	
Travel	\$ -	\$ -	#DIV/0!	
Equipment	\$ -	\$ 15,000.00	#DIV/0!	At CECC we have the amazing opportunity for gross motor when the weather does not cooperate. We would like to request the re-allocation of the original total amount granted so we may buy some gross motor items for both
Large and small gross motor equipment including trikes, scooters, balls of various sizes, inclusion sensory balls, play mats, parachute, water play sprinklers and water table for summer, etc.				
Office Supplies	\$ -	\$ -	#DIV/0!	

					the gym and small gross motor room.
Operational	\$ -	\$ -	#DIV/0!		
Staff Professional Development	\$ -	\$ -	#DIV/0!		
insert narrative here					
Incentives	\$ -	\$ -	#DIV/0!		
insert narrative here					
subtotal	\$ 112,796.00	\$ 112,796.00	0%		
Indirect Administration - max of 8% of subtotal request allowed	\$ -	\$ -			
TOTAL	\$ 112,796.00	\$ 112,796.00			
<div style="display: flex; justify-content: space-between;"> Administrator signature <i>Bryan Baker</i> date <i>2/2/2022</i> </div>					

**DHLW Early Childhood Area and
Community Action of Southeast Iowa
Parents as Teachers**

Amendment to Agreement entered by the parties on July 1, 2021

Pursuant to Paragraph 14.0 (K) Amendments of the Contract entered by Community Action of Southeast Iowa and DHLW Early Childhood Area on July 1, 2021, the Contract is amended as follows:

6.0 COMPENSATION.

The Contractor will be paid for the services described in the Scope of Work and Requirements Section 5.0 a fee not to exceed **\$82,863.00*** for the Contract period. Line items are approved as outlined in the approved budget, which is attached hereto and incorporated into this Contract.

Summary of Amendment

The contract is amended to increase the total compensation from \$70,509 to \$82,863 to cover staff raises, bonuses, and equipment. Increase aligns with revised budget as submitted by the program that includes an increase in the Indirect Administration rate from 8% to 14.2%.

In all other respects, the Contract among the parties is ratified and affirmed.

Community Action of Southeast Iowa

By: _____

Date: _____

Name: Sheri Wilson
Title: Executive Director
Federal Tax Identification Number: 42-0923961

DHLW Early Childhood Area

By: _____

Date: _____

Name: Patricia Lipski
Title: Board Chair

Contract Amendment Request FY22 (DHLW Early Childhood Area)Instructions: Send a completed and signed form (PDF format) to tbeghtol@dhlw.org

Note: Document has formulas embedded, but is not protected. If you 'delete' a cell the formula will be deleted.

Community Action of Southeast Iowa Parents as Teachers FY22 Contract Amendment

Line Item descriptions and budget justification (This column should match original budget as approved by DHLW for the contract period - copy & paste)	Current budget	Revised budget request	% change	Brief explanation of line item change.
Direct staff salaries	\$ 38,741.00	\$ 45,900.00	18%	increase for Board approved annual Agency raise, including a base wage increase for the Parent Educator, including retention bonuses.
PAT Coordinator: (2080 hrs @ .225 FTE = 468 hours) x \$19.89/hour = \$9,308.52 + \$1,500 retention bonus @ .225 = \$337.50				
Parent Educator: 1 FTE (2080 hours) x \$16.67/hour = \$34,673.60 + \$1,500 retention bonus				
Direct Staff Benefits	\$ 12,650.00	\$ 14,300.00	13%	increase in taxes and retirement due to wage increase
PAT Coordinator: Federal/State/WC/UI taxes, Retirement, Insurances @ .225 FTE = \$4,674.54				
Parent Educator: Federal/State/WC/UI taxes, Retirement, Insurances = \$9,590.05				
Contract Services	\$ -	\$ -	0%	
Travel	\$ 3,070.00	\$ 1,000.00	-67%	decrease for reduction in travel
Travel to home visits, group events, professional Development. Estimated 1,710 miles @ \$0.585/mile = \$1,000.35				
Equipment	\$ -	\$ 1,680.00	100%	added costs to purchase new computer and dual monitors for Parent Educator
Computer = \$1,200.00				
Monitors = \$240 x 2 = \$480.00				
Office Supplies	\$ 2,200.00	\$ 2,000.00	-9%	decrease for projected supply costs
Ink, postage, copies, envelope, paper, printing, etc.. = \$2,000.00				
Operational	\$ 6,252.00	\$ 6,584.00	5%	increase to reflect current expenses
Office space = \$121.87/m x 12 months = \$1,462.44				
Utilities = \$134.97/m avg x 12 months = \$1,619.64				
Insurance = \$58.46/m x 12 months = \$701.52				
Annual PAT fees to maintain Model Tatus / VT data entry system = \$2,800.00				
Staff Professional Development	\$ 1,725.00	\$ 2,100.00	22%	increase for training, certifications, memberships, subscriptions
Foundational Training 2 for PAT Coordinator = \$650.00				
Registration fees to attend PCA conference = \$200.00				
New Supervisor Institute Training = \$375.00				
Other mandated by ECI, PAT, as necessary = \$400.00				
Required Subscriptions/Memberships = \$475.00				
Incentives	\$ 500.00	\$ 750.00	50%	increase for incentive events
Items for group events not covered by donations = \$750.00				
subtotal	\$ 65,138.00	\$ 74,314.00	14%	increase for salary and fringe increase. Requesting allowance of federally awarded rate of 14.20%
Indirect Administration - max of 8% of subtotal request allowed	\$ 5,371.00	\$ 8,549.00		
14.2% of salary and fringe as per federal awarded rate				
TOTAL	\$ 70,509.00	\$ 82,863.00		

Administrator signature

date

**DHLW Early Childhood Area and
Community Action of Southeast Iowa
Preschool Scholarship Program**

Amendment to Agreement entered by the parties on July 1, 2021

Pursuant to Paragraph 14.0 (K) Amendments of the Contract entered by Community Action of Southeast Iowa and DHLW Early Childhood Area on July 1, 2021, the Contract is amended as follows:

6.0 COMPENSATION.

The Contractor will be paid for the services described in the Scope of Work and Requirements Section 5.0 a fee not to exceed **\$49,428.00*** for the Contract period. Line items are approved as outlined in the approved budget, which is attached hereto and incorporated into this Contract.

Summary of Amendment

The contract is amended to decrease the total compensation from \$75,490 to \$49,428 due to low preschool enrollment and estimated unused funds. Reduction aligns with revised budget as submitted by the program that includes an increase in the Indirect Administration rate from 8% to 14.2%.

In all other respects, the Contract among the parties is ratified and affirmed.

Community Action of Southeast Iowa

By: _____

Date: _____

Name: Sheri Wilson
Title: Executive Director
Federal Tax Identification Number: 42-0923961

DHLW Early Childhood Area

By: _____

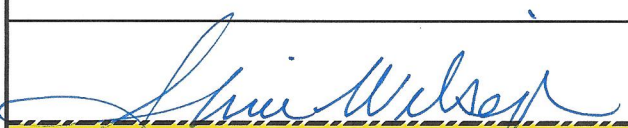
Date: _____

Name: Patricia Lipski
Title: Board Chair

Contract Amendment Request FY22 (DHLW Early Childhood Area)Instructions: Send a completed and signed form (PDF format) to tbeghtol@dhlw.org

Note: Document has formulas embedded, but is not protected. If you 'delete' a cell the formula will be deleted.

Community Action of Southeast Iowa Preschool Scholarships FY22 Contract Amendment

Line Item descriptions and budget justification <i>(This column should match original budget as approved by DHLW for the contract period - copy & paste)</i>	Current budget	Revised budget request	% change	Brief explanation of line item change.
Direct staff salaries	\$ 7,292.00	\$ 5,091.00	-30%	decrease to reflect accurate payroll wages and included a retention bonus.
Program Specialist: (2080 hrs @ .50 FTE x only 30% to program = 312 hours) x \$14.17/hour = \$4,421.04 + \$750 retention bonus x 30% to program = \$225				
Program Director: Maximum 12 hrs/year @ \$37.03/hr = \$444.36				
Direct Staff Benefits	\$ 3,297.00	\$ 1,369.00	-58%	decrease in taxes and retirement due to wage decrease
Program Specialist: Federal/State/WC/UI taxes, Retirement, Insurances @ .50 FTE x only 30% to program = \$1,247.13				
Program Director: Federal/State/WC/UI taxes, Retirement, Insurances = \$121.31				
Office Supplies	\$ 600.00	\$ 400.00	-33%	decrease to reflect projected spending
Ink, postage, copies, envelope, paper, printing, etc.. = \$400.00				
Operational	\$ 552.00	\$ 1,400.00	154%	increase to reflect current expenses
Office space = \$85.95/m x 12 months = \$1,031.40				
Utilities = \$26.60/m avg x 12 months = \$319.20				
Insurance = \$4.04/m x 12 months = \$48.48				
Staff Professional Development	\$ 250.00	\$ 250.00	0%	no change
Training mandated by ECI, PSS, or Agency as necessary = \$250.00				
Incentives	\$ 62,000.00	\$ 40,000.00	-35%	decrease to reflect scholarships payments based on current year's enrollment
Preschool Scholarship payments				
subtotal	\$ 73,991.00	\$ 48,510.00	-34%	decrease for salary and fringe decrease. Requesting allowance of federally awarded rate of 14.20%
Indirect Administration - max of 8% of subtotal request allowed	\$ 1,499.00	\$ 918.00		
14.2% of salary and fringe as per federal awarded rate				
TOTAL	\$ 75,490.00	\$ 49,428.00		
<div style="display: flex; justify-content: space-between;"> <div>  Administrator signature </div> <div> 02/22/2022 date </div> </div>				

Community Action Neighborhood Center
700 Jefferson Street
Burlington, Iowa 52601
Phone: 319-753-2893 Fax: 319-753-0849
community.action@caofseia.org www.caofseia.org
Sheri Wilson, Executive Director



February 22, 2022

Subject: Indirect Rate

To: DHLW Early Childhood Board

Community Action of Southeast Iowa is requesting that we are allowed to use our established indirect cost rate for the current FY 2022 DHLW Early Childhood Contracts.

Our indirect cost rate is determined by the Department of Health and Human Services (HHS), Dallas Texas. The indirect cost rate is a percentage that is applied to direct salary and fringe benefit costs in each program. The indirect cost to each program is applied to the administrative cost pool to cover administrative costs that are not charged directly to programs, such as wages of the administrative staff and operational costs associated with those positions.

A provisional rate of 14.20% is effective October 1, 2020 through September 30, 2023.

The total percentage of indirect is related to the amount of wage and fringe in the contract. In some instances the indirect cost rate as applied by our agency is less than the 8% allowed by ECI as applied to the entire grant amount. In programs where more staff time is budgeted, the agency amount may exceed the 8% limit.

Our indirect rate insures that all programs pay their share of administrative costs. The amount is negotiated and determined by Health and Human Services. We are required to apply our rate of 14.2% of wage and fringe to all agency contracts.

Thanks for your consideration of our request.

A handwritten signature in blue ink that reads "Sheri M. Wilson".

Sheri M Wilson, JD, CCAP, NCRT
Executive Director



DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

Request for Renewal Funding for July 1, 2022– June 30, 2023

APPLICATION DEADLINE

Application due date is **April 18th by 5:00pm.**

Purpose and Overview

The DHLW Early Childhood Area is seeking Requests for Renewals (RFR) from currently funded programs. The RFR process is an abbreviated application process available to only those agencies which currently hold a contract for services through June 30, 2022. Agencies seeking continued funding must submit an RFR to the DHLW Board by April 18th 2022.

Eligible Applicants

- Applicants must have a current contract (ending June 30th, 2022) with the DHLW Early Childhood Area Board.
- The program/project seeking continued funding must be the same core service provided in FY22. Programs may request to expand/reduce numbers served or geographic area covered.

Funding

The DHLW Board receives state funds from Iowa Department of Human Services (i.e. Early Childhood funds) and Iowa Department of Education (i.e. School Ready funds). The Iowa Legislature determines the amount of funding for Early Childhood Iowa. Local board funding amounts are based on formulas that take into consideration population and poverty.

The DHLW Early Childhood Area Board receives funding in the following categories

- School Ready Administration
- School Ready Quality Improvement
- School Ready General
- Early Childhood Administration
- Early Childhood General

The total allocation to the DHLW Board in FY22 was \$902,367 and 16 contracts were awarded. Legislative stipulations and statewide performance measures apply to all ECI funding. More information about funding regulations and requirements can be found on the [ECI website](#), under Toolkit resources. Allowable uses of ECI funding is outlined in detail in Tool G. Applicants are strongly encouraged to review Tool G. Family Support programs should also review Tool FF.

Application Process

The RFR process includes a cover page and narrative, and a budget form. The narrative portion is specific to the type of service provided. If you have any questions please contact Tasha Beghtol at tbeghtol@dhlw.org.

The DHLW Early Childhood Area Board reserves the right to negotiate proposal details and may grant less than the amount requested. Applicants awarded less than the amount requested will have an opportunity to resubmit budgets and proposed outputs and outcomes based on the amount awarded.

The DHLW Board is subject to Iowa *Open Meetings* and *Open Records* laws. An RFR submitted and reviewed by the DHLW Board and/or committees of the board are considered public documents and can be reproduced.

Funding Guiding Principles

Priority may be given to programs that have shown positive outcomes in submitted reports, have met contract expectations, and have achieved benchmarks. RFRs will be reviewed by a committee of the DHLW Board. In addition to the RFR, the committee may include any or all of the following in their decision-making process:

- Quarterly reports
- Original program RFP
- Contract files
- Trend data and community wide indicators

Funding recommendations are made based on funding availability, successful RFR application, program alignment with identified DHLW goals, and performance outcomes. Priority may be given to programs serving families in communities of higher risk within the 4 county service area. Indicators used by the DHLW Early Childhood Area to identify which communities have higher risks can be found in the [Southeast Iowa Regional Early Childhood Plan](#). Automatic funding is never guaranteed for previously funded programs.

General Instructions

The narrative portion of the application and cover page are a fillable PDF (Attachment A, RFR – Contract Renewal). Section 3 of Attachment A includes benchmark questions specific to the service type. Please make sure you are completing the correct application/questions for the program. The Budget form is a separate excel document. Detailed instructions for the excel budget form begin on page 3 of this document. All questions for the RFR should be directed to Tasha Beghtol, 319-461-1369 tbeghtol@dhlw.org

- All proposals are due by **April 18th 2022 5:00pm**
- Cover page & Budget form should be signed and dated. Electronic signatures are acceptable.
- All questions in the application must be answered or identified as N/A.
- Proposals should be submitted for each program. If an agency provides multiple programs, then multiple RFRs should be completed.
- **Submit One** electronic version of the completed RFR Application by **5:00pm on Monday April 18th 2022** to Tasha Beghtol at tbeghtol@dhlw.org. All parts of the application may be combined into one PDF for submission.

Notification of Awards

Applicants will receive email notification of the DHLW Board's decisions within 5 business days from the date of the meeting at which the application was considered. It is the intent of the DHLW Board to issue contracts effective July 1st.

TIMELINE	
March 18 th 2022	RFR released <ul style="list-style-type: none">• Notice sent via email to current contractors
April 18 th 2022	Proposals due <ul style="list-style-type: none">• Electronic and hard copies of RFR must be received
April – May 2022	Proposals reviewed by a committee of the DHLW Board
May 17 th OR June 21 st 2022	DHLW Early Childhood Area Board meeting <ul style="list-style-type: none">• Program committee will submit funding recommendations for discussion and approval, pending legislative allocation.
July 1, 2022 – June 30, 2023	Contract duration UNLESS otherwise stated
<i>**Timeline is subject to change by the DHLW Early Childhood Area Board as needed.</i>	

Budget instructions

The Budget form is in excel and includes some embedded basic addition formulas. The Budget form is not locked to allow programs to add narrative space as needed. Headings, required categories, and general layout of the excel sheet should not be altered. If an applicant needs help with completing the excel document, they may contact Tasha Beghtol at tbeghtol@dhlw.org for assistance.

Budgets should be calculated based on the estimated expenses of the project for the proposed contract time period. Provide detailed narrative for each line item in the space identified on the excel form. Show the math that justifies the total line item requested. For example:

Operational request is \$5400

Narrative shows → Rent \$200/mo x 12 = \$2400 Utilities \$250/mo on avg x 12 = \$3000

Other Funding

Other funds are not required in order to be eligible for funding, but applicants are strongly encouraged to identify other funds being used to support the direct service/activity in the application. Other funds include grants, donations, and/or additional revenue, from an outside source, specific to the service/activity. In-kind funding is not to be noted in the application.

Direct salaries: Includes all staff and supervisors to be paid by the grant and doing work directly related to the program being funded. Include a detailed breakdown of the total salary per staff person. For example – 1 consultant (.5FTE) 20hrs/wk @ \$20/hr X 50wks = \$20,000. Salaries of an agency wide administrator should not be included in this section. See Indirect Administration below.

Benefits: Includes all benefits associated with the salary of the direct staff identified for the program such as social security, IPERS, health insurance, 401k, etc.

Contracted services: Includes any subcontracted staff that will be used to directly support the program requesting funding. Provide hourly and/or daily rates and the total cost.

Travel: Includes mileage, lodging and meals that are directly related to program activities of direct staff. Mileage rate shall not exceed the federal IRS rate. Hotel rates and meals shall not exceed the current federal rate. Rates can be found on the U.S. General Services Administration website - [GSA rates](#). Itemized receipts will be required. Travel does not include fuel expenses. Fuel receipts are only accepted if a contractor has fuel identified as a supply directly related to the service such as a transportation specific program.

Equipment: Includes equipment purchased with an expected useful life of one year or longer. Expenditures for single items over \$1000 must be itemized and inventoried.

Office Supplies: Includes miscellaneous supplies and materials such as pens, paper, ink, copies, etc. The amount may be shown in one lump sum.

Operational: Includes costs associated with operating the program such as rent, utilities, phone, and internet. Operational may also include insurance directly related to the program and annual fees associated with the use of a particular model or curriculum, such as Parents as Teachers.

Staff professional development: Includes registration fees to attend trainings and/or conferences for the purpose of increasing direct staff knowledge.

Incentives: Includes items and or earned monetary rewards that are provided to program participants/families/children actively enrolled in the services/activities. Scholarships and salary stipends provided to program participants would be considered an incentive expense. Family Support programs refer to DHLW Board Policy 3.4 *Family Support Incentives – allowable expenditures*.

Indirect Administration: Indirect costs are those that are incurred for common or joint objectives benefitting all programs and cannot be readily identified or assignable to a final cost. Indirect costs relate to central management and administrative functions that are necessary and beneficial to all programs administered by the organization. Photo copies for the purpose of submitting claims are considered indirect administrative costs and should not be billed monthly as a direct program expense. All programs are encouraged to utilize indirect administration even if your agency does not have a formally established indirect rate. See Tool H (A) on the Early Childhood Iowa website for more information.

Applicants with a federally approved indirect administration MUST include documentation of the rate identified in the budget. Applicants that do not have a federally approved rate may request up to 5% for indirect administration. The 5% indirect rate is calculated based on the subtotal request to the DHLW Early Childhood Board not the total operating costs of the program if other funding is received.

**DHLW Early Childhood Area
Cover Page**

**Attachment A
RFR FY23 – Contract Renewal
Dental - 3 month renewal**

GENERAL PROGRAM & CONTACT INFORMATION	
Title of Program/Project	
Name of Organization	
Address of organization	
Name & Title of Organization Administrator	
Phone & email	
Name & Title of Program/Project Manager	
Phone & email	
Federal Tax ID #	
Total Amount Requested	\$

Brief Program Summary/Description (Do Not Exceed space allowed)
What is the primary function of the program?

ASSURANCE: *By signing below the applicant affirms that all data in this application and supporting material are correct and true. If awarded funds by the DHLW Early Childhood Area Board, the Applicant will comply with all state and local grant requirements.*

Signed: _____ Date: _____
(Signed by Administrator)

Section 1: Program Operations & Staffing

1. Identify current or anticipated changes in program operations that may impact services in FY23.
2. Identify the staffing plan and all funding sources for the program.
Specify if the program will hire new staff and/or utilize a portion of current staff hours. Identify the FTE of all staff and the % of that FTE that is to be paid for by ECI funds.

Section 2: Budget

Dental service budgets will cover July - September 2022.

3. As applicable, briefly describe why the program budget has increased?
4. Complete and sign the excel FY23 Budget form.
5. Include a copy of the cost analysis used to determine fee for service.

Section 3: Benchmarks

6. Identify benchmarks for each of the following:
 - # of children
 - % of children screened
 - % of children screened, referred for services/treatment and received services
 - % of children cavity free
 - # of childcare and/or preschools participating in services
7. Optional Question - Other benchmarks identified by the program.

**DHLW Early Childhood Area
Cover Page**

**Attachment A
RFR FY23 – Contract Renewal
Family Support Home Visitation**

GENERAL PROGRAM & CONTACT INFORMATION	
Title of Program/Project	
Name of Organization	
Address of organization	
Name & Title of Organization Administrator	
Phone & email	
Name & Title of Program/Project Manager	
Phone & email	
Federal Tax ID #	
Total Amount Requested	\$

Brief Program Summary/Description (Do Not Exceed space allowed)
What is the primary function of the program?

ASSURANCE: *By signing below the applicant affirms that all data in this application and supporting material are correct and true. If awarded funds by the DHLW Early Childhood Area Board, the Applicant will comply with all state and local grant requirements.*

Signed: _____ Date: _____
(Signed by Administrator)

Section 1: Program Operations & Staffing

1. Identify current or anticipated changes in program operations that may impact services in FY23.

2. Identify the staffing plan and all funding sources for the program.
Specify if the program will hire new staff and/or utilize a portion of current staff hours. Identify the FTE of all staff and the % of that FTE that is to be paid for by ECI funds.

Section 2: Budget

3. As applicable, briefly describe why the program budget has increased?

4. Complete and sign the excel FY23 Budget form.

Section 3: Benchmarks

5. Identify benchmarks for each of the following:
 - # of families
 - # of children
 - # of groups completed
 - % first time moms
 - % prenatal enrollment
 - % families @ or below 201% FPL
 - % of children enrolled at age 4 or 5

6. *Optional Question* - Other benchmarks identified by the program.

Budget Form for FY23 (DHLW Early Childhood Area)

To complete this form refer to RFR/RFP Instructions

Insert program title and organization name here

Line Item descriptions and budget justification	Request to DHLW	Other funding	Source of other funding
Direct staff salaries	\$ -	\$ -	
<i>insert narrative here</i>			
Direct Staff Benefits	\$ -	\$ -	
<i>insert narrative here</i>			
Contract Services	\$ -	\$ -	
<i>insert narrative here</i>			
Travel	\$ -	\$ -	
<i>insert narrative here</i>			
Equipment	\$ -	\$ -	
<i>insert narrative here</i>			

Office Supplies	\$	-	\$ -
<i>insert narrative here</i>			
Operational	\$	-	\$ -
<i>insert narrative here</i>			
Staff Professional Development	\$	-	\$ -
<i>insert narrative here</i>			
Incentives	\$	-	\$ -
<i>insert narrative here</i>			
subtotal	\$	-	\$ -
Indirect Administration - Maximum allowed without a federally approved rate is 5%	\$	-	
TOTAL	\$	-	\$ -
<div style="display: flex; justify-content: space-between;"> Administrator signature date </div>			

DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

Administrative Update

Board meeting – March 2022

ECI Update

The ECI office was officially moved from the Department of Management to the Department of Human Services in February. Legislative language has not been proposed at this time, but is expected for the 2023 session. The ECI initiative is outlined in Iowa code chapter 256i. DHS Director Kelly Garcia attended the ECI State Board meeting on March 4th and heard concerns from state board members. Discussion was held about the process of DHS to learn more about ECI and opportunities for improvement in outcomes and alignment of services to children 0-5.

Association of ECI Area Boards and Advocates

The Association of Early Childhood Iowa Area Boards and Advocates rescheduled its planned Day on the Hill activities to March 30th at 11am. A small group of association members met with legislators on March 8th and shared information about local programs and board activities. The Association has included discussion about the change in ECI offices as talking points with law makers.

Association Legislative Priorities:

- *Support a comprehensive and integrated early care, health and education system for the youngest Iowans through funding for Early Childhood Iowa.*
- *Develop systemic solutions to the childcare crisis.*
- *Include Early Childhood Iowa as a key partner in the implementation of the Children's Behavioral Health System.*

PBIS Pilot Project

The Positive Behavior Intervention Support (PBIS) project is a regional effort to create a training and consultation system for childcare professionals. The PBIS Steering Committee held a meeting with members from each of the 4 ECI areas including DHLW, Muscatine, Lee/Van Buren, and Iowa/Jefferson/Keokuk on March 3rd. Members learned more details about EC-PBIS and identified additional information needed as the region moves toward implementation. On March 10th the steering committee met with CCR&R Region 5 about potential lead agency collaboration.

Contracts & DHLW Office updates

- The FY21 audit is still underway. DHLW Early Childhood Area is required to complete an annual audit as part of Central Iowa Juvenile Detention Center's auditing process. Selected files have been requested and sent to the state auditor staff.
- The final 2 parent educators at The Family Connection passed their required competency exams. Congratulations to Amy McLaughlin and Lisa Clark.

- The Family Connection has applied for a Riverboat Foundation grant to support additional literacy efforts in the program.
- The dental program serving Louisa Co provided follow up to the 2nd report indicating that they were not able to complete all of the 1st round of services. Centers cancelled due to low attendance on the day of service. The program will have an estimated \$4,238.33 in unused funds for FY22.

Jim Gill Concerts in Southeast Iowa!

You're invited to a *FREE* family concert, meal, and creative activities!
RSVP at earlydevelopment.org



FAIRFIELD

Friday - April 1st

5:00pm Creative activities & meal

6:00pm Jim Gill Concert

The Well Resource Center

1700 S Main St, Fairfield, IA

BURLINGTON

Saturday - April 2nd

10:00am Creative activities & snacks

11:00am Jim Gill Concert

Corse Early Childhood Center

700 S Starr Ave, Burlington, IA

KEOKUK

Saturday - April 2nd

2:00pm Creative activities & snacks

3:00pm Jim Gill Concert

Hoerner YMCA Gymnasium

2126 Plank Road, Keokuk, IA

Fun for the whole family!

Bring the kids and a blanket! Grab a meal/snack and a gift bag of goodies!

- ☀ Interactive tables hosted by local early childhood partners
- ☀ Vision Screenings
- ☀ Car seat checks

RSVPs are appreciated, but not required to attend

For event information
contact Tasha @
319-461-1369



Southeast Iowa Early Childhood

Early Childhood is Everyone's Business



This FREE event is open to the public and made possible thanks to local sponsors.

Children First (Lee/Van Buren Early Childhood)

DHLW Early Childhood (Des Moines/Henry/Louisa/Washington)

Iowa, Jefferson, Keokuk Early Childhood

Quad County Community Partnerships for Protecting Children

Southeast Iowa Early Childhood Summit presents:

Annual Childcare Conference

Saturday, April 9th 2022

Iowa Wesleyan University
Howe Student Activity Center
601 N Main St., Mt. Pleasant, IA

Join us for this FREE, fun, interactive, and in-person opportunity!
Conference includes 6 hours of DHS credit, training materials, complimentary lunch, and early childhood professional appreciation gift bags!

Conference Schedule

7:30am - Registration & continental breakfast

8:00-noon - Session 1

***Hot Takes for a Cool Head: Investigating Challenging Behavior* with Paula Buck**

A blend of many different resources and ideas for tackling challenging behavior in early childhood settings. Look at the importance of building relationships with children and families, how the environment affects behavior, and ways to increase positive interactions.

Noon - Complimentary Lunch

1:00-3:00pm – Session 2

***Being Well, Even Under Stress* with Dawn Dunnegan**

Learn to understand the signs of stress, experience self-care and what that looks like, explore the essential elements of wellbeing, and create a self-care plan.

Registration deadline: **Friday, April 1st 2022**

REGISTER THROUGH THE i-PoWeR TRAINING REGISTRY

Search: View Upcoming Conferences April 9th 2022

Registration questions: contact Geraldine Huber, CCR&R Training Coordinator, gghuber@caeioa.org

This FREE event is made available to early care & education providers in southeast Iowa thanks to local sponsors

Child Care Resource & Referral, Children First (Lee/Van Buren Early Childhood)
DHLW Early Childhood (Des Moines/Henry/Louisa/Washington), Iowa, Jefferson, Keokuk Early Childhood
Iowa Wesleyan University, Quad County Community Partnerships for Protecting Children

